

**SUMMARY OF THE
QUALITY SYSTEMS PERFORMANCE BASED MEASUREMENT SYSTEMS SUB-COMMITTEE
MEETING
SEPTEMBER 25, 2001**

The Quality Systems Performance Based Measurement Systems (PBMS) Sub-committee of the National Environmental Laboratory Accreditation Conference (NELAC) met on Tuesday, September 25, 2001 at 1:30 p.m. Eastern Daylight Time (EDT) via teleconference. The meeting was led by Chairperson Scott Siders of the US Environmental Protection Agency. A list of action items is given in Attachment A. A list of participants is given in Attachment B. The purpose of the meeting was to discuss the revisions to Chapter 5, Appendices C, D, and E.

INTRODUCTION

Mr. Siders called the meeting to order and introduced Anteon Corporation as the new scribe service that will henceforth be taking minutes for all meetings.

CHAPTER 5

Dr. Jackson opened discussion with the observation that the term “client” is used throughout the document. As some of the labs don’t have customers, it was felt that possibly a different term could be used. It was recommended that this issue be brought to Quality Systems for their review. Consensus was that we will keep using “client” as long as Quality Systems and ISO continue use of that term. It was suggested to expand paragraph 2 of 5.4.1 to include various types of labs, e.g. commercial, water treatment, government, etc.

An objection was raised by Sheila Meyers to the first line of paragraph 2 on page 3 of 5.4.2, Selection of Methods, which uses the term “...shall preferentially select...”. Consensus was to revise this line to read “... the laboratory shall select methods that are appropriate for the intended use. Such methods may be those published in international, regional or national standards, or by reputable technical organizations, or in relevant scientific texts or journals, or as specified by the manufacturer of the equipment or laboratory-developed methods or methods adapted by the laboratory.”

Also under Section 5.4.2, the third sentence of the second paragraph, it was suggested to revise it to read “...is considered not capable of providing data consistent with intended use...”.

Carl Kircher mentioned that all numbering should conform to the ISO version. He volunteered to revise the numbering to reflect this numbering and forward the revisions to the members.

The Committee members offered heartfelt thanks to David Friedman for his tremendous efforts on the revision of this chapter. A job very well done!

APPENDIX C

After some discussion, it was recommended to change the first paragraph of Section C.8, Selectivity, to include an e.g. (e.g., profile ICP...) and to delete the "etc." at the end. Also under that section, delete everything in the first line of the second paragraph up to confirmation, so that the paragraph will begin as "Confirmation shall...".

After much discussion regarding the last sentence of the first paragraph of Section C.6.1, Detection Limit, it was suggested to leave this entire section as is for now and to get comments at the Interim Meeting. This Sub-committee will need to explain at the Interim Meeting exactly what is meant by the last line of the first paragraph. It was also recommended that this Sub-committee needs to further discuss the issue of Detection Limit in the future.

APPENDIX D

As this appendix relates only to chemistry, it was recommended to change the numbering to insert a 1. before the number of each section and to reflect Chemical Testing in the title.

The discrepancy as found between Table A, which lists Measurement System Performance and D.2.3, Analytical System Performance, will be rectified.

Under Section D.2.1, System Cleanliness, it was recommended to strike the second sentence of the second paragraph, "The method blank consists of running the analysis without any sample.", and instead use the sentence that is currently bolded and in parenthesis, "The method blank shall consist...".

FUTURE TELECONFERENCES

The next teleconference is scheduled for September 28, 2001, at 1:00 p.m., Eastern Daylight Time (EDT). We will pick up where we left off, at D.2.3, Analytical System Performance, of Appendix D.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 3:00 p.m., EDT.

ACTION ITEMS
QUALITY SYSTEMS PERFORMANCE BASED MEASUREMENT SYSTEMS SUB-COMMITTEE MEETING
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Item No.	Action	Date to be Completed
1.	Carl Kircher to revise numbering of Chapter 5 to conform with ISO.	ASAP

PARTICIPANTS
QUALITY SYSTEMS PERFORMANCE BASED MEASUREMENT SYSTEMS SUB-COMMITTEE MEETING
SEPTEMBER 25, 2001

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